

227
1414
72/73

Public Document

No. 3

THE COMMONWEALTH OF MASSACHUSETTS

ANNUAL REPORT
of the
TRUSTEES OF THE MASSACHUSETTS
STATE LIBRARY
KNOWN AND DESIGNATED AS THE
GEORGE FINGOLD LIBRARY
FOR THE
FISCAL YEAR ENDING
JUNE 30, 1973

The Library of the
JAN 26 1976
University of Illinois
at Urbana-Champaign

H.R.
27M3
SAR
H3

ANNUAL REPORT OF THE TRUSTEES

To the Honorable Senate and House of Representatives in
General Court assembled:

The Trustees of the State Library make this their Sixty-fourth Annual Report for the fiscal year ending June 30, 1973 under the provision of Chapter 6, Section 37, of the General Court Laws (Ter. Ed.)

Mr. Carl Gordon of Worcester resigned May 31, 1973.
That trusteeship remained vacant at the end of the fiscal year.

The Trustees transmit herewith the Librarian's report and incorporate it as part of this record.

KEVIN B. HARRINGTON
President of the Senate

JOHN S. LENKIEWICZ
Chairman

DAVID M. BARTLEY
Speaker of the
House of Representatives

MRS. ASHTON SMITH

Significant improvements and changes are being made in the library's collection and its organization. Greater emphasis is being placed on the periodical and newspaper collections because of their currency in providing the latest information.

Efforts have been made to bring the federal publications depository collection and the material being acquired for that collection into closer relevance to the library's contemporary role. A great number of items are being dropped from the receiving list; a smaller number of new items are being added.

The library's exchange lists have been updated and revised.

STATISTICAL REPORT

<u>Service</u>	<u>1971/72</u>	<u>1972/73</u>
Items used in library	49,905	
Items borrowed for use outside the library	6,298	27,749
Items lent in inter-library loan	276	191
Photocopies sent in lieu of interlibrary loan of actual material		155
Telephone reference inquiries	8,917	7,538
Reference inquiries answered by mail		325

Collection:

Volumes and pamphlets represented in main
card catalog in June 1972 866,626

Items added July 1972 to June 1973 11,136
877,762

Items withdrawn July 1972-June 1973 1,829

Total as of July 1973 875.933

LIBRARIAN'S REPORT

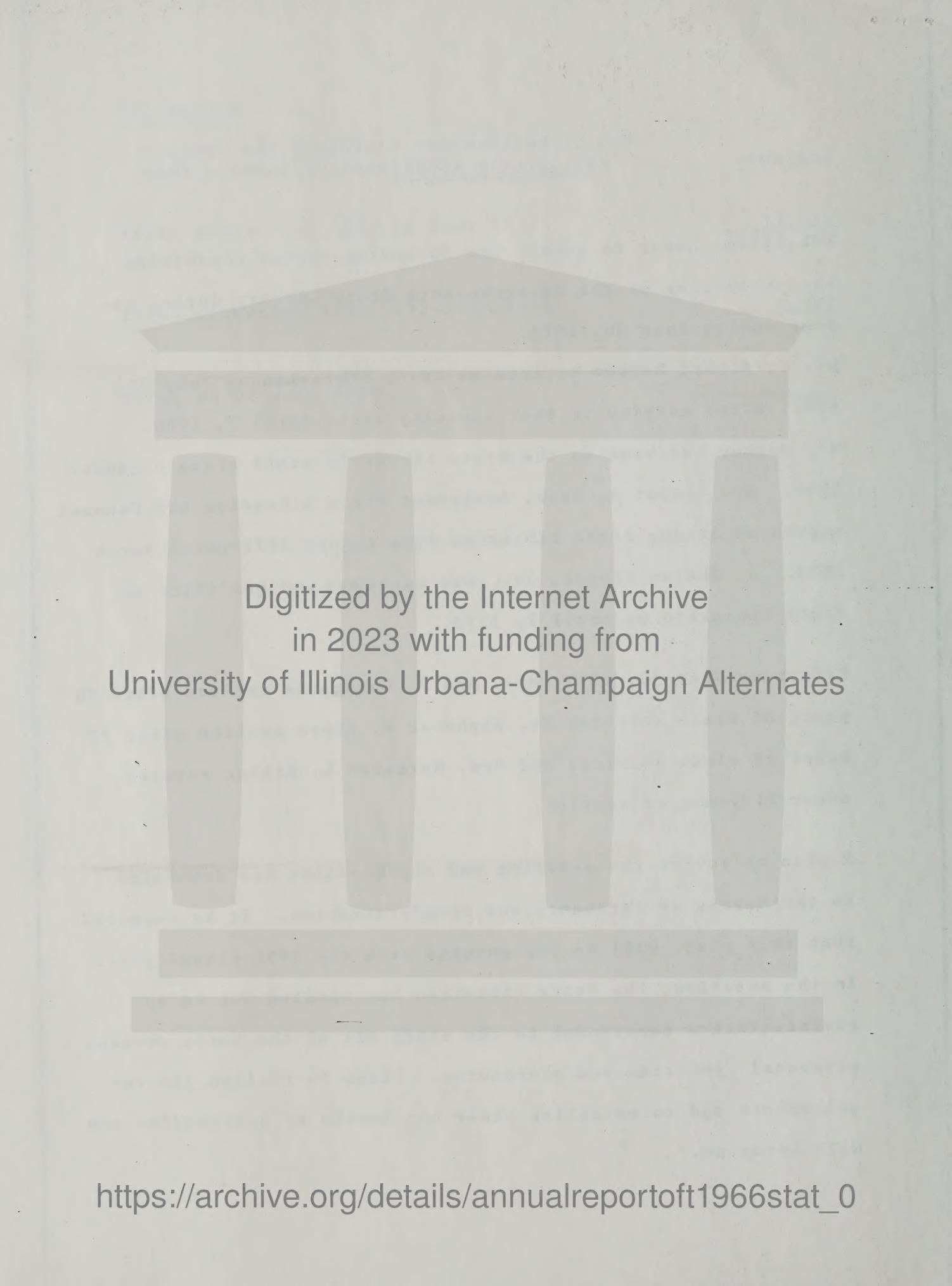
I have the honor to submit the following report concerning the activities of the Massachusetts State Library during the year ending June 30, 1973.

Mr. I. Albert Matkov retired as State Librarian on July 31, 1972, after serving in that capacity since April 7, 1960.

Mr. Matkov had been on the State Library's staff since December 1949. Mr. Gasper A. Caso, Assistant State Librarian and Counsel served as Acting State Librarian from August 1972 until March 1973. A. Hunter Rineer, Jr., was appointed and qualified as State Librarian on April 2, 1973.

Effective June 30, 1973, Mrs. Ann P. Caraganis retired after 20 years of state service; Mr. Alphonse A. Fiore retired after 12 years of state service, and Mrs. Margaret L. Miller retired after 21 years of service.

A plan to revise the staffing and organization was submitted to the Bureau of Personnel and Standardization. It is expected that this plan will be implemented with the 1975 fiscal year. In the meantime, the State Librarian has spelled out in an administrative memorandum to the staff all of the basic current personnel policies and procedures. Plans to realign job requirements and to establish clear cut levels of supervision are well advanced.



Digitized by the Internet Archive
in 2023 with funding from
University of Illinois Urbana-Champaign Alternates

https://archive.org/details/annualreportoft1966stat_0

U21
M414
1971/72

Public Document

No. 3

THE COMMONWEALTH OF MASSACHUSETTS

ANNUAL REPORT
OF THE
TRUSTEES OF THE MASSACHUSETTS
STATE LIBRARY
KNOWN AND DESIGNATED AS THE
GEORGE FINGOLD LIBRARY
FOR THE
FISCAL YEAR ENDING
JUNE 30, 1972

ANNUAL REPORT OF THE TRUSTEES

To the Honorable Senate and House of Representatives in
General Court assembled:

The Trustees of the State Library make this their Sixty-third
Annual Report for the fiscal year ending June 30, 1972 under the provision
of Chapter 6, Section 37, of the General Court Laws (Ter.Ed.)

Mr. Carl Gordon of Worcester was appointed February 1972 and
qualified March 8, 1972 as Trustee vice Mrs. Leon Uermann.

The Trustees transmit herewith the Librarian's report and
incorporate it as part of this record.

Kevin B. Harrington

KEVIN B. HARRINGTON
President of the Senate

David M. Bartley

DAVID M. BARTLEY
Speaker of the
House of Representatives

John S. Lenkiewicz

JOHN S. LENKIEWICZ
Chairman

MRS. ASHTON SMITH

MR. CARL GORDON

LIBRARIAN'S REPORT

I have the honor to submit the following report of the work done in the Massachusetts State Library during the year ending June 30, 1972.

The following document was introduced in the 1971 session of the General Court.

SENATE.....No.1386

(Senate, April 21, 1971 ---Offered by Senator James A. Kelley, Jr.)

THE COMMONWEALTH OF MASSACHUSETTS

SENATE, April 21, 1971

1 Ordered, That a joint special committee, to consist of three
2 members of the senate to be designated by the president
3 thereof and five members of the house of representatives to
4 be designated by the speaker thereof, be established to study
5 the needs of the state library for the purpose of providing
6 proper library assistance to the legislature and the executive
7 branch. In the course of its study, the committee shall con-
8 sider the subject-matter of senate document numbered 1459
9 of 1970, Report of the Legislative Research Council relative
10 to the State Library, and such other matters as it may deem
11 necessary or desirable. The Committee shall make a report to
12 the general court by filing the same with the clerk of the
13 senate on or before the last Wednesday of January, 1972.

It was adopted by the House on April 21, 1971 and by the Senate on August 10, 1971. The following members of the General Court were appointed to the Special Joint Committee: — by the President, Senators E.L. Burke, McKinnon, and Saltonstall — by the Speaker, Representatives Flaherty of Cambridge, Pina of New Bedford, Vigneault of Springfield, Linsky of Brookline, Chadwick of Winchester.

No report was submitted January 26, 1972.

House doc.5048 of 1972 (copy of which follows) revive and continued the Special Joint Committee.

HOUSE — No.5048

THE COMMONWEALTH OF MASSACHUSETTS

1 Ordered, That the joint special committee established (under joint order, see Senate, No.1386) to make a study of the needs of the state library for the purpose of providing proper library assistance to the legislature and the executive branch, is re-
vived and continued until the last day of January, nineteen hundred and seventy-two.

The room adjacent to the State Librarian's office which housed our Legislative Reference section since 1907 was taken over by the House in 1971. In exchange for the loss of this room funds were provided to set up stacks in the Main reading room, some of which stacks were used to section off a part of the Reading room for a new legislative Reference Section.

Mrs. Helen S. Blum, Senior Library Asst., Grade 9, retired Jan. 31, 1972, at the age of 70 after 19 years with the State Library. After 16 years with the State Library, Mrs. Elinor C. Hedden, Legislative Reference Asst., Grade 11, will retire July 31, 1972, at the age of 70. I. Albert Matkov, State Librarian since April 7, 1960 and prior to that, on the Library's staff since December, 1949, will retire July 31, 1972.

MASSACHUSETTS STATE LIBRARY

MAIN READING ROOM

CIRCULATION

July 1971-June 1972

	<u>LAW</u>				<u>MISCELLANEOUS</u>		
	Reports	Texts	Outside	Total	Main Room	Outside	Grand total
July	1435	162	167	1764	2257	591	4612
Aug.	905	117	155	1177	1434	293	2904
Sept.	1139	140	146	1425	1569	325	3319
Oct.	1326	103	132	1561	1894	345	3800
Nov.	1802	111	138	2051	2233	315	4599
Dec.	1397	95	109	1601	2081	376	4058
Jan.	1452	156	129	1737	2274	337	4348
Feb.	1644	118	130	1892	2489	399	4780
Mar.	1776	151	136	2063	2843	404	5310
Apr.	1300	122	143	1565	2523	415	4503
May	1412	177	128	1717	2922	462	5101
June	<u>1068</u>	<u>116</u>	<u>162</u>	<u>1346</u>	<u>2539</u>	<u>361</u>	<u>4246</u>
	16,656	1,568	1,675	19,899	27,058	4,623	51,580

Grand Totals

1961-62	22,154
1962-63	26,050
1963-64	30,753
1964-65	29,384
1965-66	32,977
1966-67	35,344
1967-68	32,739
1968-69	31,040
	31,666
	43,873

Telephone Reference Questions

July	715
Aug.	512
Sept.	607
Oct.	692
Nov.	732
Dec.	691
Jan.	775
Feb.	743
Mar.	927
Apr.	787
May	914
June	822

8,917

Annual Report

INTERLIBRARY LOAN

July 1, 1971 - June 30, 1972

<u>Requests Received</u>		<u>Sent out</u> (Books, etc.)
<u>1971</u>		
July	19	
August	15	24
Sept.	17	16
October	27	11
November	13	23
December	25	35
<u>1972</u>		22
January	20	
February	16	26
March	20	21
April	19	21
May	26	24
June	14	26
		27
<u>TOTAL</u>	<u>231</u>	<u>276</u>

MASSACHUSETTS STATE LIBRARY
(George Fingold Library)

-5-

ANNUAL REPORT
July 1, 1971 - June 30, 1972ACCESSIONSBOOKS

By Purchase	1,028
By Domestic Exchange	672
By Foreign Exchange	7
By Deposit from U.S. Government	2,654
By Gifts	674
Massachusetts State Publications	<u>265</u>
	5,300

PAMPHLETS

By Purchase	70
By Domestic Exchange	637
By Foreign Exchange	0
By Deposit from U.S. Government	3,982
By Gifts	656
Massachusetts State Publications	<u>1,310</u>
	6,655

MISCELLANEOUS ITEMS

Newspapers (printed)	0
Newspapers (microfilm)	9,243
Microfilm rolls	110
Film jackets	874
Apertures	0
Medals	<u>1</u>
	10,228
<u>TOTAL</u>	22,183
Vols. and Pams. added to Old Catalogue	36
<u>TOTAL</u>	<u>22,219</u>
Previous Total	1,033,627

Total no. of Volumes & Pamphlets accessioned (included in all Catalogues)	1,055,846
Reduction by loss	0
Reduction by binding	0
Reduction by microfilm (new cat.)	0
Reduction by discarding (new cat.)	3,557
Reduction by discarding (old cat.)	0
Reduction by Priced Exchange	<u>0</u>

2,557

Total no. of Volumes and Pamphlets in Library June 30, 1972, incl. vols. Pams in Law collection	
---	--

CATALOGUING DEPARTMENT

REPORT

July 1, 1971 - June 30, 1972

CARD REPORT

<u>New Cards Typed</u>	10,197
<u>Itemized count:</u>	
Miscellaneous	3,615
Law Catalogue cards	141
Mass. document cards	1,007
U.S. cards	5,037
White x-ref. cards	139
Tan x-ref. cards	81
Tabulation cards	177
<u>Cards Corrected, Retyped or Added to:</u>	4,242
<u>Cards Eliminated</u>	5,740
<u>Net cards Added to Catalogue</u>	4,457

BOOK REPORT

<u>Books and Pamphlets Accessioned</u>	<u>Vols.</u>	<u>Pams</u>
<u>Itemized count:</u>		
General literature	660	402
American law	934	16
Foreign law	7	0
U.S. documents	2,654	3,982
Other Public documents	1,039	2,170
Proclamations	0	76
Maps (U.S. & Misc.)	0	15
Newspapers (print.)	0	0
Newspapers (film)	9,243	0
Microfilm rolls	110	0
Photos	0	0
Posters	0	0
Microcards	0	0
Film jackets	874	0
Aperture cards	0	0
Medals	1	0
	<u>15,522</u>	<u>6,661</u>
<u>TOTAL</u>		22,183

ANNUAL REPORT

July 1, 1971 - June 30, 1972

BOOKS CATALOGUED

Vols. and Pams. represented in the Main Card Catalogue from Dec. 1914 - June 1971	847,964
New Vols., Pams., and Microfilm added to Catalogue during year	<u>222,19</u>
	<u>TOTAL</u>
	870,183
Loss reduction by binding, discarding, loss and microfilming (in new cat.).....	3,557
New TOTAL from Dec. 1914 - June 1972 (Books in Main Catalogue only)	866,626

102
M4/4
1970/71

Public Document

No. 3

THE COMMONWEALTH OF MASSACHUSETTS

ANNUAL REPORT
OF THE
TRUSTEES OF THE MASSACHUSETTS
STATE LIBRARY
KNOWN AND DESIGNATED AS THE
GEORGE FINGOLD LIBRARY
FOR THE
FISCAL YEAR ENDING
JUNE 30, 1971

ANNUAL REPORT OF THE TRUSTEES

To the Honorable Senate and House of Representatives in
general court assembled:

The Trustees of the State Library make this their Sixty-second Annual Report for the fiscal year ending June 30, 1971 under the provision of Chapter 6, Section 37, of the General Laws (Ter.Ed.)

The Trustees transmit herewith the Librarian's report and incorporate it as part of this record.

Kevin B. Harrington

KEVIN B. HARRINGTON
President of the Senate

David M. Bartley

David M. Bartley

Speaker of the House of
Representatives

John S. Lenkiewicz,
Chairman

John S. Lenkiewicz

Mrs. Leon Hermann

Mrs. Ashton Smith

ANNUAL REPORT OF THE TRUSTEES

To the Honorable Senate and House of Representatives in
general court assembled:

The Trustees of the State Library make this their Sixty-second
Annual Report for the fiscal year ending June 30, 1971 under the
provision of Chapter 6, Section 37, of the General Laws (Ter.Ed.)

The Trustees transmit herewith the Librarian's report and
incorporate it as part of this record.

KEVIN B. HARRINGTON
President of the Senate

David M. Bartley
Speaker of the House of
Representatives

John S. Lenkiewicz,
Chairman

Mrs. Leon Hermann
Mrs. Ashton Smith

LIBRARIAN'S REPORT

I have the honor to submit the following report of the work done in the Massachusetts State Library during the year ending June 30, 1971

MASSACHUSETTS STATE LIBRARY - MAIN BUILDING BOSTON

Circulation
July 1970 - June 1971

LAW

MISCELLANEOUS

	Reports	Texts	Outside	Total	Main Room	Outside	Grand Total
July	1,503	114	233	1,850	1,776	428	4,054
Aug.	1,306	105	184	1,595	1,619	257	3,471
Sept.	947	102	119	1,168	1,249	212	2,629
Oct.	1,097	142	148	1,387	1,563	402	3,352
Nov.	1,072	155	118	1,345	1,712	300	3,357
Dec.	1,113	157	210	1,480	1,770	389	3,639
Jan.	1,095	106	132	1,333	1,775	360	3,468
Feb.	1,221	81	135	1,437	2,333	384	4,154
Mar.	1,608	143	148	1,899	2,442	423	4,764
Apr.	1,317	107	153	1,577	2,329	306	4,212
May	1,051	123	151	1,325	2,005	465	3,795
June	843	139	183	1,165	1,428	385	2,978
TOTAL	14,183	1,474	1,904	17,561	22,001	4,311	43,873

Grand Totals

1960-61	17,832
1961-62	22,154
1962-63	26,050
1963-64	30,753
1964-65	29,384
1965-66	32,977
1966-67	35,344
1967-68	32,739
1968-69	31,640
1970	34,666

Telephone Reference Questions

July	634
Aug.	578
Sept.	624
Oct.	598
Nov.	617
Dec.	624
Jan.	620
Feb.	638
Mar.	725
Apr.	727
May	651

2

LEGISLATIVE REFERENCE ROOMS
July 1, 1970-June 30, 1971

Attendance:	6513
Telephone requests answered:	1784
Use of Rooms:	6,000
By members:	6513
By State officers and employees:	577
By Outsiders:	436
Total Circulation of Books:	4365

Annual Report

INTERLIBRARY LOAN

July 1, 1970 - June 30, 1971

<u>Requests Received</u>		<u>Sent out (books, etc.)</u>
1970, July	19	19
August	19	16
September	8	31
October	19	20
November	19	13
December	16	18
1971, January	13	10
February	20	51
March	21	19
April	21	16
May	8	6
June	11	5
<hr/> <u>TOTAL</u>	194	224

CATALOGUING DEPARTMENT

R.R. G.T.

July 1, 1970 - June 30, 1971

CARD REPORT

<u>New Cards Typed</u>	<u>13,342</u>
<u>Itemized count:</u>	
Miscellaneous	4,969
Law Catalogue cards	528
Mass. documents cards	1,504
U.S. cards	6,000
White x-ref. cards	113
Tan x-ref. cards	116
Tabulation cards	112
<u>CDPS Corrected, returned or added to:</u>	<u>4,970</u>
<u>CDPS Eliminated</u>	<u>3,737</u>
<u>New cards added to Catalogue</u>	<u>9,555</u>

BOOK REPORT

<u>Books and pamphlets accessioned</u>	<u>Vols.</u>	<u>Pams</u>
<u>Itemized count:</u>		
General literature	833	570
American law	967	16
Foreign law	1	0
U.S. Documents	2,753	4,026
Other Public Documents	1,521	2,599
Proclamations	0	62
Maps (U.S. & Misc.)	0	66
Newspapers (print.)	0	0
Newspapers (film)	8,963	0
Microfilm (misc.)	80	0
Photos	0	0
Posters	0	0
Microcards	0	0
Film items	980	0
Aperture cards	0	0
Binders	1	0
<u>TOTAL</u>	<u>16,162</u>	<u>7,277</u>
		<u>22,141</u>

ANNUAL REPORT

July 1, 1970 - June 30, 1971

BOOKS CATALOGUED

Vols. and Pams. represented in the Main Card Catalogue from Dec. 1914 - June 1970	824,523
New Vols., Pams., and Microfilm added to Catalogue during year	<u>23,441</u>
	<u>TOTAL</u> ..
	847,964
Loss reduction by binding, discarding, loss and microfilming (in new cat.)	1,162
<hr/>	<hr/>
New TOTAL from Dec. 1914 - June 1971 (Books in Main Catalogue only)	846,802

U2
N414
1969/70

Public Document

No. 3

THE COMMONWEALTH OF MASSACHUSETTS

ANNUAL REPORT
OF THE
TRUSTEES OF THE MASSACHUSETTS
STATE LIBRARY
KNOWN AND DESIGNATED AS THE
GEORGE FINGOLD LIBRARY
FOR THE
FISCAL YEAR ENDING

JUNE 30, 1970

ANNUAL REPORT OF THE TRUSTEES

To the Honorable Senate and House of Representatives
in General Court assembled:

The Trustees of the State Library make this their
Sixty-first Annual Report for the fiscal year ending June 30, 1970
under the provision of Chapter 6, Section 37, of the General Laws
(Ter.Ed.).

The Trustees transmit herewith the Librarian's report
and incorporate it as part of this record.

John P. Elder.

JOHN P. ELDER

MAURICE A. DONAHUE
President of the Senate

John S. Lenkiewicz

JOHN S. LENKIEWICZ

John S. Lenkiewicz

MRS. LEON HERMANN

David M. Bartley
DAVID M. BARTLEY
Speaker of the House of
Representatives

LIBRARIAN'S REPORT

I have the honor to submit the following report
of the work done in the Massachusetts State Library
during the year ending June 30, 1970.

MASSACHUSETTS STATE LIBRARY

MAIN READING ROOM

CIRCULATION
July 1969-June 1970

LAW

MISCELLANEOUS

	Reports	Texts	Total	Outside	Main Room	Outside	Grand Total
July	1023	137	1160	265	1653	308	3386
Aug.	719	52	771	264	1024	275	2334
Sept.	838	93	931	188	1065	180	2364
Oct.	1017	136	1153	159	1481	292	3085
Nov.	896	99	995	170	1140	198	2503
Dec.	755	99	854	154	1472	382	2862
Jan.	968	56	1024	164	1467	355	3010
Feb.	815	64	879	202	1507	357	2945
Mar.	968	82	1050	192	1671	385	3298
Apr.	879	101	980	127	1598	388	3093
May	831	66	897	113	1329	271	2610
June	1028	64	1092	142	1592	350	3176
	10,737	1,049	11,786	2,140	16,999	3,741	34,666

Grand Totals

959-60	17,638
960-61	17,882
961-62	22,154
962-63	26,050
963-64	30,753
964-65	29,384
965-66	32,977
966-67	35,344
67-68	32,739
68-69	31,040
69-	

Telephone Reference Questions
Ext. 2590 and 2591

July	514
Aug.	405
Sept.	492
Oct.	511
Nov.	432
Dec.	467
Jan.	497
Feb.	453
Mar.	546
Apr.	517
May	559
June	505
	5,898

INTERLIBRARY LOAN

REPORT

July 1, 1969 - June 30, 1970

REQUESTS RECEIVED

BOOKS & PAMS SENT OUT

1969, July	15	5
Aug.	10	12
Sept.	9	10
Oct.	9	9
Nov.	15	14
Dec.	3	9
1970, Jan.	15	15
Feb.	15	19
Mar.	15	15
Apr.	19	16
May	20	44
June	13	15
TOTAL	<u>158</u>	<u>183</u>

LEGISLATIVE REFERENCE ROOMS
July 1, 1969-June 30, 1970

Attendance:.....10,412

Telephone requests answered:..... 1,855

Use of Rooms:.....10,412

By members:8,958

By State officers and
employees:,,,,,, 718

By Outsiders:..... 736

Total Circulation of books:..... 5,642

MASSACHUSETTS STATE LIBRARY
(George Fingold Library)

ANNUAL REPORT

July 1, 1969 - June 30, 1970

ACCESSIONS

BOOKS

By Purchase	1,348
By Domestic Exchange	1,484
By Foreign Exchange	58
By Deposit from U.S. Government	3,325
By Gifts	1,068
Massachusetts State Publications	363
	<u>7,646</u>
	7,646

PAMPHLETS

By Purchase	2
By Domestic Exchange	1,094
By Foreign Exchange	38
By Deposit from U.S. Government	3,879
By Gifts	592
Massachusetts State Publications	666
	<u>6,271</u>
	6,271

MISCELLANEOUS ITEMS

Newspapers (printed)	0
Newspapers (microfilm)	8,594
U.S. Maps	0
Other Maps	40
Proclamations	65
Posters	0
Photos	0
*Microfilm (misc. rolls)	74
Film jackets	1,093
Apertures	0
Medals	3
	<u>9,869</u>
TOTAL	<u>9,869</u>

Vols. and Pams. added to Old Catalogue	55
TOTAL	<u>55</u>
Previous Total	<u>23,841</u>

Total no. of Volumes and Pamphlets accessioned (included in All Catalogues)	<u>1,010,156</u>
---	------------------

Reduction by loss	40
Reduction by binding	0
Reduction by microfilm (New Cat.)	34
Reduction by discarding (New Cat.)	1,434
Reduction by discarding (Old Cat.)	0
Reduction by Priced Exchange ...etc.	0
	<u>1,508</u>
	1,508

Total no. of Volumes and Pamphlets in the Library June 30, 1970, incl. 107,988 vols. and pams in Law collection	<u>1,008,648</u>
---	------------------

*6/30/70 total: 9,830 comprising 998 (old 16 mm rolls) - 215 B rolls - 9 Mass. Doc. rolls & 57 Fed. Doc. rolls.

CATALOGUING DEPARTMENT

REPORT

July 1, 1969 - June 30, 1970

CARD REPORT

<u>New cards typed</u>	18,638
<u>Itemized count:</u>	
No. of L.C. cards typed	2,207
No. of cards wholly typed	16,431
<u>Included in the above are:</u>	
Law catalogue cards	396
Mass. documents cards	614
U.S. cards	6,779
White x-ref. cards	290
Tan x-ref. cards	249
Tabulation cards	607
<u>Cards Corrected, Retyped or Added to:</u>	6,965

BOOK REPORT

<u>Books and Pamphlets Accessioned</u>	<u>Vols.</u>	<u>Pams</u>
<u>Itemized count:</u>		
General literature	1,443	548
American law	1,166	11
Foreign law	13	0
U.S. Documents	3,325	3,879
Other Public Documents	1,710	1,822
Proclamations	0	65
Maps (U.S.)	0	0
Maps (misc.)	0	40
Newspapers (print.)	0	0
Newspapers (film)	8,594	0
Microfilm (misc.)	74	0
Photos	0	0
Posters	0	0
Microcards	0	0
Film jackets	0	1,093
Aperture cards	0	0
Medals	0	3
TOTAL	16,325	7,461
		23,786

CATALOGUING DEPARTMENT

July 1, 1969 - June 30, 1970

ANNUAL REPORT

CARD REPORT

Total no. of cards typed	25,603
Total no. of New cards completed and revised	18,638

The above include:

Law subject cards completed	396
U.S. documents cards completed	6,779

No. of cards eliminated or condensed:

Dictionary General literature	865
Law	350
U.S.	<u>333</u>
	1,548
	1,548

Total no. of cards, minus eliminations, added to Catalogue	24,055
---	--------

Total no. of cards in Main Catalogue	1,225,695
--	-----------

Total no. of cards added to Micro-card file, 1969-70	0
---	---

Total no. of cards in micro-card file, 1970, June ...	1,472
--	-------

ANNUAL REPORT
July 1, 1969 - June 30, 1970

BOOKS CATALOGUED

Vols. and Pams. represented in Main Card Catalogue from Dec. 1914 - June 1969	802,137
New Vols., Pams., and Microfilm added to Catalogue during year	23,786
Vols. and Pams. recatalogued during year	<u>665</u>
	<u>TOTAL ...</u> <u>826,588</u>
Loss reduction by binding, discarding, loss and microfilming (in new cat.)	2,065
 New TOTAL from Dec. 1914 - June 1970 (Books in Main Catalogue only)	824,523

M414
1968/69

Public Document

No. 3

THE COMMONWEALTH OF MASSACHUSETTS

ANNUAL REPORT
OF THE
TRUSTEES OF THE MASSACHUSETTS
STATE LIBRARY
KNOWN AND DESIGNATED AS THE
Muse. GEORGE FINGOLD LIBRARY
FOR THE
FISCAL YEAR ENDING
JUNE 30, 1969

027413
S77a
11/3/71
A

ANNUAL REPORT OF THE TRUSTEES

To the Honorable Senate and House of Representatives
in General Court Assembled:

The Trustees of the State Library make this their
Sixtieth Annual Report for the fiscal year ending June 30, 1969
under the provision of Chapter 6, Section 37, of the General Laws
(Ter.Ed.).

On January 23, 1969 Representative David M. Bartley
of Holyoke was elected Speaker of the House of Representatives,
he thereby became an ex-officio member of the Board of Trustees
of the State Library. Mrs. Leon Hermann of Falmouth Heights,
Massachusetts was appointed as Trustee vice Dr. Gordon D. Thayer
in the month of June 1968.

The Trustees transmit herewith the Librarians report
and incorporate at as part of this record.

MAURICE A. DONAHUE
President of the Senate

David M. Bartley
DAVID M. BARTLEY
Speaker of the House of
Representatives

John P. Elder
JOHN P. ELDER

John S. Lenkiewicz
JOHN S. LENKIEWICZ

MRS. LEON HERMANN

LIBRARIAN'S REPORT

I have the honor to submit the following report
of the work done in the Massachusetts state library
during the year ending June 30, 1969.

MASSACHUSETTS STATE LIBRARY

MAIN READING ROOM

Circulation
July 1968-June 1969

	LAW				MISCELLANEOUS		
	Main Room	Outside	Main Room	Outside	Grand Total		
	Reports	Toxts	Total	Total			
July	897	66	963	143	1,823	372	3,301
Aug.	688	54	742	130	1,119	209	2,200
Sept.	682	76	758	95	942	254	2,049
Oct.	787	95	882	101	1,284	305	2,572
Nov.	746	68	814	96	1,662	246	2,818
Dec.	710	102	812	103	1,399	218	2,532
Jan.	795	105	900	122	1,780	288	3,090
Feb.	673	74	747	105	1,070	208	2,130
Mar.	692	65	757	102	1,360	288	2,507
Apr.	710	77	787	115	1,642	297	2,841
May	706	81	787	113	1,288	257	2,445
June	867	80	947	127	1,239	242	2,555
Total	8,953	733	9,896	1,352	16,608	3,184	31,040

Grand Totals

Telephone Reference Questions
Ext. 2590-2591

1957-58	17,569
1958-59	19,991
1959-60	17,638
1960-61	17,882
1961-62	22,154
1962-63	26,050
1963-64	30,753
1964-65	29,384
1965-66	32,977
1966-67	35,344
1967-68	32,739

July	372
Aug.	307
Sept.	308
Oct.	429
Nov.	346
Dec.	324
Jan.	414
Feb.	331
Mar.	394
Apr.	446
May	410
June	411
	4,192

LEGISLATIVE REFERENCE ROOMS
July 1, 1968-June 30, 1969

Attendance:.....9,923

Telephone requests answered:.....1,775

Use of Rooms:.....9,923

By members:.....8,811

By State officers and
employees:..... 593

By outsiders:..... 519

Total Circulation of books:.....5,030

INTERLIBRARY LOAN DIVISION

Report for

July 1, 1968 - June 30, 1969

REQUESTS RECEIVED

July	8
August	6
September	7
October	4
November	6
December	5
January ('69)	6
February	5
March	6
April	15
May	13
June	10
<hr/>	
TOTAL ..	91

BOOKS & PAMS LOANED

	7
	6
	7
	6
	8
	7
	6
	4
	8
	17
	11
	14
<hr/>	
TOTAL ..	101

MASSACHUSETTS STATE LIBRARY
(George Fingold Library)

ANNUAL REPORT
July 1, 1968 - June 30, 1969

ACCESSIONS

BOOKS

By Purchase	1,783
By Domestic exchange	2,026
By Foreign exchange	116
By Deposit from U.S. Government	3,324
By Gifts	1,551
Massachusetts State Publications	469
	<u>9,269</u>
	9,269

PAMPHLETS

By Purchase	10
By Domestic Exchange	1,121
By Foreign Exchange	78
By Deposit from U.S. Government	3,536
By Gifts	407
Massachusetts State Publications	874
	<u>6,026</u>
	6,026

MISCELLANEOUS ITEMS

Newspapers (printed)	0
Newspapers (microfilm)	11,371
U.S. Maps	0
Other Maps	32
Proclamations	58
Posters	0
Photos	0
*Microfilm (misc. rolls)	191
Film jackets	2,209
"Apertures	208
Records	0
	<u>14,069</u>
	14,069
TOTAL	<u>29,364</u>

Vols and Pams added to Old Catalogue ..	37
	<u>37</u>
TOTAL	<u>29,401</u>

Previous Total	<u>956,914</u>
----------------------	----------------

Total no. of Volumes and Pamphlets accessioned (included in all Catalogues)	<u>986,315</u>
Reduction by loss	500
Reduction by binding	0
Reduction by microfilm (new cat.)	0
Reduction by discarding (new cat.)	1,498
Reduction by discarding (old cat.)	0
Reduction by priced exchange, etc.	22,410
	<u>24,408</u>
	24,408

Total no. of Volumes and Pamphlets in the Library June 30, 1969 incl. 106,798 vols. and pams in Law collection	<u>961,907</u>
*6/30/69 total: 1,171 comprising 998 (old 16 mm rolls) + 141 B Rolls + 6 Mass. doc. Rolls & 26 Fed. doc. Rolls.	
# 6/30/69 total: 734 (1962-1968) Apertures (incl. 11 of Ap 929)	

CATALOGUING DEPARTMENT

July 1, 1968 - June 30, 1969

ANNUAL REPORT

CARD REPORT

Total no. of cards typed	21,642
Total no. of New cards completed and revised ..	17,451

The above include:

Law subject cards completed	298
U.S. document cards completed	5,744

No. of cards eliminated or condensed:

Dictionary General literature	1,834
Law	459
U.S.	114
	<u>2,407</u>
	2,407

Total no. of cards, minus eliminations, added to Catalogue	15,044
---	--------

Total no. of cards in Main Catalogue	1,201,640
--	-----------

Total no. of cards added to Micro-card file, 1968-69	0
---	---

Total no. of cards in Micro-card file, 1968, June	1,472
--	-------

ANNUAL REPORT
July 1, 1968 - June 30, 1969

BOOKS CATALOGUED

Vols. and Pams. represented in Main Card Catalogue from Dec. 1914 - June 1968	797,149
New Vols., Pams., and Microfilm added to Catalogue during year	29,364
Vols. and Pams. recatalogued during year ...	<u>0</u>
TOTAL ...	826,545
*Loss reduction by binding, discarding, loss and microfilming (in new cat.) & priced exchange, see below	24,408
New TOTAL from Dec. 1914 - June 1969 (Books in Main Catalogue only)	802,137

*Unrecat. Law (Ms.cat.) sent to B.U. 2,736
Recat. vol. " " " 1,095 (Dewey cat.)
+ 15,940 (For. law) .= 17,035
Recat. vol. priced exchange (Bar journals)... 2,639 vol.

027
M414
1967/68

Public Document

no. 3.

THE COMMONWEALTH OF MASSACHUSETTS

ANNUAL REPORT

OF THE

TRUSTEES OF THE MASSACHUSETTS

STATE LIBRARY

KNOWN AND DESIGNATED AS THE

GEORGE FINGOLD LIBRARY

FOR THE

FISCAL YEAR ENDING

JUNE 30, 1968

THE LIBRARY OF THE
OCT 27 1969

UNIVERSITY OF ILLINOIS

ANNUAL REPORT OF THE TRUSTEES

To the Honorable Senate and House of Representatives in
General Court Assembled:

The Trustees of the State Library make this their fifty-ninth annual report for the fiscal year ending June 30, 1968, under the provision of Chapter 6, Section 37, of the General Laws (Ter. Ed.)

On December 20, 1967 Representative Robert H. Quinn of Boston was elected Speaker of the House. He thereby became an ex-officio member of the Board of Trustees of the State Library.

The Trustees transmit herewith the Librarians report and incorporate it as part of this record.

John P. Elder

Maurice A. Donahue
President of the Senate

John S. Lenkiewicz

Gordon O. Thayer

Robert H. Quinn
Speaker House of Representatives

LIBRARIAN'S REPORT

I have the honor to submit the following report of the work done in the State Library of Massachusetts during the year ending June 30, 1968.

I. Albert Matkov

I. Albert Matkov
State Librarian

Bibliographic Control of State Publications

We respectfully submit the following textual report about what the State Library has done and is currently doing relative to bibliographic control of the publications of both the legislative and executive branches of the Commonwealth.

In 1957 the Legislative Research Bureau and the State Library prepared the first edition of the "Index of Special Reports Authorized by the General Court". This edition was published by the Bureau in mimeograph form and it included special reports issued for the calendar years 1900-1957. The second edition of the Index, also mimeographed, came out in 1962. The third edition which extended this coverage to 1966 appeared as Massachusetts House document no.3838 of 1966. Approximately five hundred copies of this edition were provided with card-board covers with the inside back covers containing a pocket to hold a supplement. We are pleased to report that the first supplement to the third edition is being prepared and we hope to publish it in the next fiscal year.

From February, 1962 the State Library has been distributing a mimeographed monthly bulletin entitled "Commonwealth of Massachusetts Publications received at the Massachusetts State Library during the Month of ..." A cumulation covering the calendar years 1962-1966 as well a supplement cumulation for 1967 are being prepared by the State Library at this time. The monthly bulletin lists publications issued by the various agencies of the executive branch of the Commonwealth. As far as we can make out our bulletin and cumulations are the first efforts to gain bibliographic control of all the publications issued by the executive branch of the Commonwealth.

Personnel

The statistics of work done that follow this textual report represent the year's labor of the people who comprise the staff of the State Library. I express my appreciation of the assistance which I have received from all the members of my staff. I particularly want to express my appreciation to those members of the staff who have been in the State Library for ten years or more. A librarian who suffers from many staff changes works with the handicap of training new people. Therefore, it is a pleasure to the list in this report the names of those members of my staff who for ten years or more have contributed their skill, accuracy, speed and continued experience:-

Mrs. Elizabeth Matkov	48 years
Miss Ethel B. Lewis	42 "
Mr. Clifford C. Douglass	29 "
Mr. Diego J. Parla	24 "
Mrs. Helen McDonald	21 "
Mrs. Margaret Miller	16 "
Mrs. Lillian Ross	15 "
Mrs. Ann Caraganis	15 "
Mrs. Helen Blum	15 "
Mr. Patrick Sullivan	13 "
Mrs. Elinor Hedden	13 "
Mrs. Filippa T. Pizzi	11 "
Mr. Stephen Sullivan	11 "
Mr. Gasper Caso, Jr.	11 "
Miss Elizabeth Doyle	10 "

MASSACHUSETTS STATE LIBRARY

MAIN READING ROOM

Circulation
July 1967 - June 1968

LAW
Main Room

MISCELLANEOUS

	Reports	Texts	Total	Outside	Main Room	Outside	Grand Total
July	980	130	1,110	140	1,329	264	2,843
Aug.	821	88	909	131	1,203	203	2,446
Sept.	635	78	713	128	1,013	195	2,049
Oct.	968	104	1,072	122	1,379	286	2,859
Nov.	1,215	120	1,335	100	1,306	244	2,985
Dec.	896	85	981	117	1,185	196	2,479
Jan.	938	109	1,047	116	1,424	293	2,880
Feb.	1,293	98	1,391	146	1,319	302	3,158
Mar.	1,125	101	1,226	122	1,398	279	3,025
Apr.	952	93	1,045	92	1,833	279	3,249
May	749	119	868	123	1,136	283	2,410
June	628	83	711	103	1,335	207	2,356
TOTAL	11,200	1,208	12,408	1,440	15,860	3,031	32,739

Grand Totals

Telephone Reference Questions
Ext. 2590

1957-58	17,569
1958-59	19,991
	17,638
	17,882
1961-62	22,154
	26,050
	30,753
	29,384
1965-66	32,977
1966-67	35,344

July	288
Aug.	310
Sept.	285
Oct.	296
Nov.	339
Dec.	256
Jan.	385
Feb.	388
Mar.	386
Apr.	444
May	335
June	288

TOTAL	4,000
--------------	--------------

LEGISLATIVE REFERENCE ROOMS
July 1, 1967-June 30, 1968

Attendance:.....	9,974
Telephone requests answered:.....	2,358
Use of Rooms:.....	9,974
By members:.....	8,336
By state officers and employees:.....	832
By outsiders:.....	806
Total Circulation of books:.....	5,856

INTERLIBRARY LOAN DIVISION

Report for

July 1, 1967 - June 30, 1968

	<u>REQUESTS RECEIVED</u>	<u>BOOKS & PAMS LOANED</u>
July	12	15
August	19	21
September	6	5
October	8	9
November	19	21
December	12	11
January ('68)	14	19
February	24	19
March	16	24
April	14	15
May	22	28
June	15	21
 TOTAL ..	 181	 208

MASSACHUSETTS STATE LIBRARY
(George Fingold Library)

ANNUAL REPORT

July 1, 1967 - June 30, 1968

ACCESSIONS

BOOKS

By Purchase	1,412
By Domestic Exchange	1,860
By Foreign Exchange	138
By Deposit from U.S. Government	3,074
By Gifts	1,687
Massachusetts State Publications	707
	<u>8,878</u>
	8,878

PAMPHLETS

By Purchase	11
By Domestic Exchange	983
By Foreign Exchange	78
By Deposit from U.S. Government	3,156
By Gifts	422
Massachusetts State Publications	973
	<u>5,623</u>
	5,623

MISCELLANEOUS ITEMS

Newspapers (printed)	4
Newspapers (microfilm)	11,184
U.S. maps	0
Other maps	38
Proclamations	54
Posters	0
Photos	0
Microfilm (misc. rolls)	0
Film jackets	595
Apertures	6
Records	0
	<u>11,881</u>
	11,881
TOTAL	<u>26,382</u>
Vols. and Pams added to Old Catalogue	53
	<u>53</u>
TOTAL	<u>26,435</u>
Previous Total	<u>931,805</u>
Total no. of Volumes and Pamphlets accessioned (included in all Catalogues)	<u>958,240</u>
Reduction by loss	300 (cir.)
Reduction by binding	0
Reduction by microfilm (new cat.)	0
Reduction by discarding (new cat.)	1,026
Reduction by discarding (old cat.)	0
	<u>1,326</u>
	1,326
Total no. of Volumes and Pamphlets in the Library June 30, 1968, including 105,222 vols. and Pams in Law collection	<u>956,914</u>
	956,914

CATALOGUING DEPARTMENT

Report for

July 1, 1967 - June 30, 1968

CARD REPORT

New Cards typed 10,807

Itemized count:

No. of L.C. cards typed	1,902
No. of cards wholly typed	8,905
Included in the above cards are:	
Law catalogue cards	222
Mass. document cards	584
U.S. cards	4,349
White x-ref. cards	240
Tan x-ref. cards	130
Tabulation cards	433

CARDS CORRECTED, RETYPED OR ADDED TO 4,445

BOOK REPORT

BOOKS AND PAMPHLETS ACCESSIONED

Itemized count:

General literature
American law
Foreign law
U.S. documents
Other Public Documents
Proclamations
Maps (U.S.)
Maps (misc.)
Newspapers (print.)
Newspapers (film)
Microfilm (misc.)
Photos
Posters
Microcards
Film jackets
Aperture cds.
Records

VOLUMES PAMPHLETS

2,605	1,111
1,079	6
27	0
3,074	3,156
2,102	1,341
0	54
0	0
0	38
0	4
11,184	0
0	0
0	0
0	0
0	0
0	0
0	595
0	6
0	0
20,071	6,311

TOTAL

26,382

CATALOGUING DEPARTMENT
July 1, 1967 - June 30, 1968

ANNUAL REPORT

CARD REPORT

Total no. of cards typed 15,252
Total no. of New cards completed and filed 10,807

The above include:

Law subject cards completed	222
U.S. document cards completed	4,349

No. of cards eliminated or condensed:

Dictionary General literature	343
Law	141
U.S.	<u>507</u>
TOTAL ...	991

Total no. of cards, minus eliminations,
added to Catalogue

9,816

Total no. of cards in Main Catalogue

1,186,596

Total no. of cards added to Micro-card file,
1967/68 ...

0

Total no. of cards in Micro-card file,
June 1968-date ..

1,472

ANNUAL REPORT

July 1, 1967 - June 30, 1968

BOOKS CATALOGUED

Vols. and Pams represented in Main Card Catalogue from December 1914 - June 1967	772,084
New Vols., Pams, and Microfilm, and Records added to Catalogue during year	26,382
Vols. and Pams recatalogued during year	<u>9</u>
TOTAL	798,475
Loss reduction by binding, discarding, loss and microfilming (in new cat.)	1,326
New TOTAL from December 1914 - June 1968 (Books in <u>Main Catalogue only</u>)	797,149

THE COMMONWEALTH OF MASSACHUSETTS IN ACCOUNT WITH THE STATE LIBRARY

FINANCIAL STATEMENT

JULY 1, 1967 - JUNE 30, 1968

<u>APPROPRIATION</u>	<u>UNALLOTTED APPROPRIATION</u>	<u>ALLOTMENTS</u>	<u>EXPENDITURES</u>	<u>UNENCUMBERED ALLOTMENT</u>
----------------------	---------------------------------	-------------------	---------------------	-------------------------------

PERSONAL SERVICES
AND EXPENSES

\$260,025.	\$4,696.93	\$255,328.07	\$255,328.07	-0-
------------	------------	--------------	--------------	-----

<u>RECEIPTS:</u>	<u>INCOME:</u>	
	<u>SALES</u>	\$711.70
	<u>MISCELLANEOUS INCOME</u>	140.00
		<hr/>
		\$851.70

027
M414
1966/67

Public Document

No. 3

THE COMMONWEALTH OF MASSACHUSETTS

ANNUAL REPORT
OF THE
TRUSTEES OF THE MASSACHUSETTS
STATE LIBRARY
KNOWN AND DESIGNATED AS THE
GEORGE FINGOLD LIBRARY
FOR THE
FISCAL YEAR ENDING
JUNE 30, 1967

LIBRARY OF THE
MAY 4, 1969

01. 1969

THE LIBRARY OF THE
MAR 17 1969

ANNUAL REPORT OF THE TRUSTEES

To the Honorable Senate and House of Representatives
in General Court Assembled:

The Trustees of the State Library make this their fifty-eighth annual report for the fiscal year ending June 30, 1967, under the provision of Chapter 6, Section 37, of the General Laws (Ter.Ed.).

Mr. John S. Lenkiewicz, after being appointed by the Governor, was qualified as a Trustee for the term of three years on February 19, 1966.

The Trustees transmit herewith the Librarian's report and incorporate it as part of this record.

John P. Elder

Maurice A. Donahue
President of the Senate

Gordon O. Thayer

John F. X. Davoren
Speaker, House of Representatives

John S. Lenkiewicz

LIBRARIAN'S REPORT

I have the honor to submit the following report of the work done in the State Library of Massachusetts during the year ending June 30, 1967.

I. Albert Matkov
State Librarian

As the following table dealing with accessions indicates, the State Library acquires material by means of purchase, exchange, deposit and gift. For all intents and purposes what the library acquires as a depository is dependent on exchange. Therefore, the basic methods of acquisition are purchase, exchange and gift.

We wish to address ourselves to the matter of exchange. Although the State Library of Massachusetts had its official beginning with the enactment of Chapter 123 of the Laws of 1826, its actual origin may be traced to Chapter 70 of the Resolves of 1811 (entitled a "Resolve providing for an Exchange of Laws with the several States in the Union") directing the Secretary of the Commonwealth to set up a "present and future annual exchange of statutes for use of the executive and legislative departments... statutes to go to each of the States in the Union that shall agree to forward their Statutes in return". Thus was derived the impetus for the formation of State Libraries throughout the Country and the universal system of state exchanges of not only statutes but judicial decisions and other important official state documents.

Through the years, we have extended our exchange agreements so that now we not only have them with the fifty states but also with the Federal Government, some foreign governments, various colleges and universities and with numerous private institutions. Exchange not only accounts for two-thirds of our annual acquisitions but it also is responsible for approximately two-thirds of the one million, more or less, volumes on our shelves.

The material that we have accumulated as a result of exchange makes us a "one of a kind" library in the field of government documents.

At the present time most of the States and the Federal Government have recognized the importance of exchange to their libraries by enacting general statutes requiring the setting aside of certain quantities of official publications for purposes of exchange.

Unfortunately, we in Massachusetts only have the following piece-meal legislation: 1) Chapter 5, section 7 of the General Laws which provides that the Secretary of State shall place in the State Library ten copies of each of the public document series for purposes of exchange. 2) Chapter 5, section 10 of the General Laws provides that the Secretary of State shall distribute ten copies of the legislative journals to the State Library, 3) Chapter 5, section 11 of the General Laws which provides that the Secretary of State shall furnish the State Library with two-hundred copies of the General Court manual.

Although no statute provides how many copies of session laws and Supreme Judicial Court Reports the Secretary of State shall provide the State Library for purposes of exchange, for the past many years and at the present time the Secretary does provide ample copies for exchange purposes. However, there are many other state documents, particularly legislative documents, that are sought for by our exchange partners which are not covered by statute thus creating many obstacles to our efforts to secure copies for purposes of exchange.

Even the cooperation of the Secretary of State relative to session laws and Supreme Court reports becomes delayed at times, especially when a new Secretary of State takes office or there is change in his personnel who are responsible for this matter.

Since the maintenance of exchange agreements are so vital to the State Library and since our ability to comply with these agreements rests on such shaky foundations, we respectfully request that legislation be enacted requiring that the State Library be supplied with sufficient copies of all state publications for purposes of exchange.

MASSACHUSETTS STATE LIBRARY
(George Fingold Library)

ANNUAL REPORT

July 1, 1966 - June 30, 1967

ACCESSIONS

BOOKS

By Purchase	1,912
By Domestic exchange	1,818
By Foreign exchange	145
By Deposit from U.S. Government	3,011
By Gifts	1,489
Massachusetts State Publications	489
	<u>8,864</u>
	8,864

PAMPHLETS

By Purchase	53
By Domestic exchange	1,250
By Foreign exchange	27
By Deposit from U.S. Government	3,346
By Gifts	505
Massachusetts State Publications	582
	<u>5,763</u>
	5,763

MISCELLANEOUS ITEMS

Newspapers (printed)	0
Newspapers (microfilm)	13,131
U.S. maps	0
Other maps	56
Proclamations	62
Posters	0
Photos	0
Microfilm (misc. rolls)	16
Film jackets	663
Apertures	95
Records	2
	<u>14,025</u>
TOTAL ...	<u>28,652</u>
Vols. and Pams added to Old Catalogue	41
TOTAL ...	<u>28,693</u>
Previous Total	<u>905,614</u>
Total no. of Volumes and Pamphlets accessioned (included in all Catalogues)	934,307
Reduction by loss	300 (cir.)
Reduction by binding	193
Reduction by microfilm (new cat.)	0
Reduction by discarding (new cat.)	2,009
Reduction by discarding (old cat.)	0
	<u>2,502</u>
Total no. of Volumes and Pamphlets in the Library June 30, 1966, including 104,110 vols. and Pams in Law collection	931,805

ANNUAL REPORT

July 1, 1966 - June 30, 1967

BOOKS CATALOGUED

Vols. and Pams represented in Main Card Catalogue from December 1914 - June 1966	760,520
New Vols., Pams, and Microfilm, and Records added to Catalogue during year	14,066
Vols. and Pams recatalogued during year	0
TOTAL	<u>774,586</u>
	774,586
Loss reduction by binding, discarding, loss and microfilming (in new cat.)	2,502
New TOTAL from December 1914 - June 1967 (Books in Main Catalogue only)	772,084

CATALOGUING DEPARTMENT
 Report for
 July 1, 1966 - June 30, 1967

CARD REPORT

<u>New Cards typed</u>	<u>14,351</u>
<u>Itemized count:</u>	
No. of L.C. cards typed	2,698
No. of cards wholly typed	11,653
Included in the above cards are:	
Law catalogue cards	357
Mass. document cards	574
U.S. cards	4,544
White x-ref. cards	266
Tan x-ref. cards	159
Tabulation cards	522
<u>CARDS CORRECTED, RETYPED OR ADDED TO</u>	<u>4,588</u>

BOOK REPORT

<u>BOOKS AND PAMPHLETS ACCESSIONED</u>	<u>VOLUMES</u>	<u>PAMPHLETS</u>
<u>Itemized count:</u>		
General literature	2,296	831
American law	1,323	6
Foreign law	49	0
U.S. documents	3,011	3,346
Other Public Documents	2,152	1,710
Proclamations	0	62
Maps (U.S.)	0	0
Maps (misc.)	0	56
Newspapers (print.)	0	0
Newspapers (film)	13,131	0
Microfilm (misc.)	0	16
Photos	0	0
Posters	0	0
Microcards	0	0
Film jackets	0	663
Aperture cds.	0	95
Records	0	1
	<u>21,962</u>	<u>6,786</u>
<u>TOTAL</u>		<u>28,652</u>

MASSACHUSETTS STATE LIBRARY - MAIN READING ROOM

Circulation
July 1966 - June 1967

LAW Main Room				MISCELLANEOUS			
Reports	Texts	Total	Outside	Main Room	Outside	Grand Total	
July 852	110	962	116	1,338	240	2,656	
Aug. 915	145	1,060	115	1,182	250	2,607	
Sept. 690	110	800	89	1,688	287	2,864	
Oct. 1,056	89	1,145	101	948	282	2,476	
Nov. 1,040	138	1,178	93	1,148	181	2,600	
Dec. 1,037	113	1,150	99	1,407	240	2,896	
Jan. 978	117	1,095	150	1,389	399	3,033	
Feb. 1,368	126	1,494	102	1,125	360	3,081	
Mar. 1,527	124	1,651	192	1,485	364	3,692	
Apr. 1,194	92	1,286	131	1,386	333	3,136	
May 1,057	124	1,181	170	1,404	317	3,072	
June 852	100	952	114	1,789	376	3,231	
TOTAL 12,566 1,388 13,954 1,472				16,289	3,629	35,344	

Grand Totals

Telephone Reference Questions
ext. 2950

1956-57	14,353
1957-58	17,569
1958-59	19,991
1959-60	17,638
1960-61	17,882
1961-62	22,154
1962-63	26,050
1963-64	30,753
1964-65	29,384
1965-66	32,977

July	306
Aug.	388
Sept.	317
Oct.	340
Nov.	290
Dec.	266
Jan.	311
Feb.	315
Mar.	342
Apr.	314
May	284
June	296

TOTAL 3,769

INTERLIBRARY LOAN DIVISION

Report for

July 1, 1966 - June 30, 1967

REQUESTS RECEIVEDBOOKS & PAMS LOANED

July	23	15
August	5	7
September	12	32
October	26	34
November	15	13
December	22	18
January ('67)	38	37
February	22	10
March	20	15
April	9	8
May	13	16
June	18	17
TOTAL ..	<u>223</u>	<u>232</u>

LEGISLATIVE REFERENCE ROOMS
July 1, 1966-June 30, 1967

Use of Rooms	8925
By Legislative members	6978
By State Officers and employees...	981
By Outsiders.....	966
Books Circulated	5419
Telephone requests answered.....	2083

CATALOGUING DEPARTMENT

July 1, 1966 - June 30, 1967

ANNUAL REPORT

CARD REPORT

Total no. of cards typed	18,939
Total no. of New cards completed and filed	14,351

The above include:

Law subject cards completed	357
U.S. document cards completed	4,544

No. of cards eliminated or condensed:

Dictionary General literature	226
Law	159
U.S.....	<u>522</u>
TOTAL	907

Total no. of cards, minus eliminations,
added to Catalogue

13,444

Total no. of cards in Main Catalogue

1,176,780

Total no. of cards added to Micro-card file,

1966/67 ...

0

Total no. of cards in Micro-card file,
June 1967-date ..

1,472

THE COMMONWEALTH OF MASSACHUSETTS IN ACCOUNT WITH THE STATE LIBRARY

FINANCIAL STATEMENT

JULY 1, 1966 - JUNE 30, 1967

	<u>APPROPRIATION</u>	<u>UNALLOCATED APPROPRIATION</u>	<u>ALLOTMENTS</u>	<u>EXPENDITURES</u>	<u>UNENCUMBERED ALLOTMENT</u>
Personal Services and Expenses	\$239,900.	-0-	\$239,900.	\$236,373.63	3,616.37

CAPITAL OUTLAY APPROPRIATIONS

	<u>Balance</u> <u>June 30, 1966</u>	<u>Disbursements</u>	<u>Reverted</u>	<u>Balance</u> <u>June 30, 1967</u>
8166-29 Repairs & Improvements	\$1,635.10	\$1,572.00	\$63.10	-0-
8166-30 Equipment	301.00	188.00	113.00	-0-
	<u>\$1,936.10</u>	<u>\$1,760.00</u>	<u>\$176.10</u>	<u>-0-</u>

RECEIPTS:

INCOME:

SALES.....\$677.29
MISCELLANEOUS INCOME.....\$140.00

CURRENT YEAR REFUNDS

\$165.45

\$982.74

